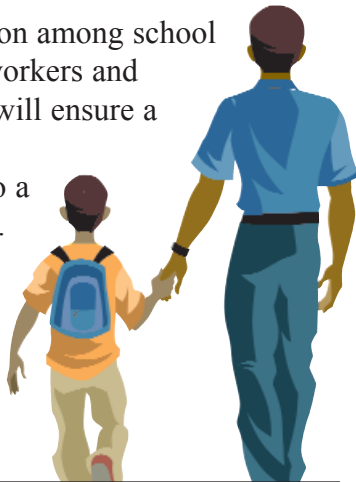


Children in out-of-home care have the right to:

- Access to school as soon as possible upon entering out-of-home placement, moving from one placement to another or returning home;
- The opportunity to achieve high academic standards in an appropriate classroom placement; and
- Have a smooth transition even if their home placement changes.

Collaboration among school staff, caseworkers and caregivers will ensure a successful transition to a new school.



The Child Welfare Reform Plan requires that all reasonable steps be taken to ensure that children in out-of-home placement, e.g. foster/resource family, group home or residential treatment care, are **registered for and attending school within 72 hours of placement.**

The First Step is to contact the local school district to determine how and where to register a child.

What you need to get the child registered in school

1. Proof of residency of the caregiver in the school district. Satisfactory proof of residency includes a lease, tax bill, utility bill, driver's license or other document that attaches a specific person to a specific address.
2. The Resource Parent Identification Letter (DYFS 5-49) or other agency letter providing that the child is being cared for by the caregiver.

What you need for the child to be permitted to attend school

1. Evidence of Immunization
2. A Birth Certificate or other proof of a child's identity (within 30 days)



What you need for the child to be placed in the appropriate classroom setting

1. Transfer Card from previous school or other relevant information
2. Individualized Education Program (IEP) for special education, if any

Being in school provides structure, stability, and normalcy to a child at a time when the rest of his or her life is chaotic.

To resolve problems in registering a child in out-of-home placement for school, contact your County Superintendent of Schools. To identify your County Superintendent, go to www.state.nj.us/education/index.html and click on your county.





The information contained in this brochure is based on the following provisions of New Jersey law and regulations:

N.J.S.A. 18A:7F-2 Legislative findings and declaration

a. The Legislature finds and declares that:

(1) The Constitution of the State of New Jersey states that the Legislature shall provide for the maintenance and support of a thorough and efficient system of free public schools for the instruction of all children in the State between the ages of 5 and 18 years. . .

(6) Every child in New Jersey must have an opportunity for an education based on academic standards that meet the constitutional requirement regardless of where the child resides . . .

N.J.A.C. 6A:22-3.4 Proof of eligibility [to attend school]

(a) 1. Property tax bills . . . leases . . . and other evidence of property ownership, tenancy or residency. [Proof of residency]

2. Voter registration, licenses . . . utility bills, delivery receipts and other evidence of personal attachment to a particular location. [Proof of residency]

3. Court orders, State agency agreements or other evidence of . . . agency placement. . . [The “Agency Letter” is proof of child’s placement in residence]

[material in brackets added for clarity]

Applicable provisions of New Jersey law continued:

N.J.A.C. 6A:22-4.1 Registration forms and procedures for initial assessment

(g) Enrollment or attendance in the school district shall not be denied based upon absence of the certified copy of birth certificate or other proof of a student’s identity required within 30 days of initial enrollment.

(h) Enrollment in the school district shall not be denied based upon absence of student medical information, although actual attendance at school may be deferred as necessitated by compliance with rules regarding immunization of students . . .

(i) Enrollment in the school district, attendance at school, or educational services where attendance in the regular school program appears inappropriate, shall not be denied based upon the absence of a student’s prior educational record. However . . . the initial educational placement . . . may be subject to revision upon receipt of records or further assessment of the student by the district.

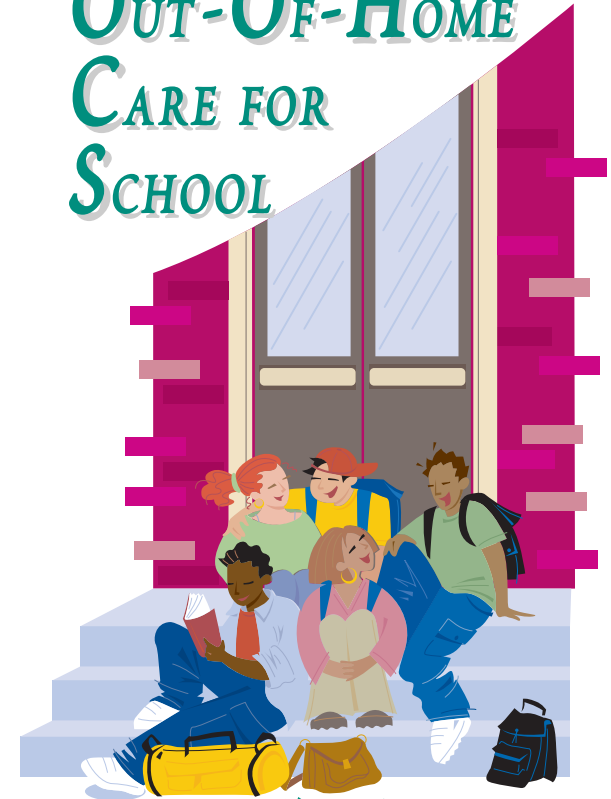
N.J.A.C. 10:122D-2.6 Educational Services

(e) The foster parent shall: **1.)** make every effort to ensure that the foster child attends school regularly.

(f) The [DYFS/OCS] representative shall: **1.)** ensure that the foster child is enrolled in school . . . If necessary, the . . . representative shall give the foster parent authorization [the Foster Parent Identification Letter] to enroll the foster child in school.

The Child Welfare Reform Plan is part of the Settlement Agreement entered in a class action lawsuit in federal court against the State of New Jersey and the Department of Human Services.

HOW TO REGISTER A CHILD IN OUT-OF-HOME CARE FOR SCHOOL



The law requires that school-aged children have meaningful access to an education as quickly as possible following out-of-home placement.

A joint publication of the
New Jersey Department of Education
and Department of Human Services
Office of Children’s Services

